



Advertisement No. 06/ 2022-23

Engagement of Specialists on Contractual Basis (Full Time) -2022-23

January 11, 2023

Small Industries Development Bank of India (SIDBI) set up on 2nd April 1990 under an Act of Indian Parliament, acts as the Principal Financial Institution for Promotion, Financing and Development of the Micro, Small and Medium Enterprise (MSME) sector as well as for co-ordination of functions of institutions engaged in similar activities.

The MSME sector, the focused business domain for SIDBI, has been an important pillar of the Indian Economy, contributing up to 29% in the country's Gross Value Added (GVA) as per FY 2019-20. Over the years, SIDBI has been working towards the sustainable development of MSME sector, pioneering efforts that have manifested in creation of economic wealth, its distribution for an egalitarian society while preserving the ecological wealth of the country.

The Bank's Mission is to 'To facilitate and strengthen credit flow to MSMEs and address both financial and developmental gaps in the MSME eco-system'. The Bank is working with the Vision 'To emerge as a single window for meeting the financial and developmental needs of the MSME sector to make it strong, vibrant and globally competitive, to position SIDBI Brand as the preferred customer friendly institution and for enhancement of shareholders wealth and highest corporate values through modern technology platform'.

The Bank believes that its people, process and technology are the key drivers for delivering customer service. The Bank firmly believes that its Human Resources are its most valuable asset. SIDBI invites application from interested candidates for the following post on Contractual basis as detailed below:

| Sr No | Post | Post Code | Total Vacancies | Reservations | | | | | |
|-------|--|-----------|-----------------|--------------|-----|-----|----|----|-------|
| | | | | UR | EWS | OBC | SC | ST | PwBD* |
| 1 | Chief Technical Advisor (CTA) | 01 | 01 | 01 | - | - | - | - | - |
| 2 | Deputy Chief Technology Officer (DyCTO) | 02 | 01 | 01 | - | - | - | - | - |
| 3 | Chief Human Resource Officer (CHRO) | 03 | 01 | 01 | - | - | - | - | - |
| 4 | Legal Advisor cum General Counsel (LAcGC) | 04 | 01 | 01 | - | - | - | - | - |
| 5 | Deputy Legal Advisor cum General Counsel (D LAcGC) | 05 | 02 | 01 | - | 01 | - | - | - |
| 6 | Legal Associate cum Counsel (LAcC) | 06 | 01 | - | - | 01 | - | - | - |
| 7 | Consultant CA (Credit Analyst) | 07 | 03 | 02 | - | 01 | - | - | - |
| 8 | Audit Consultant | 08 | 03 | 02 | - | 01 | - | - | - |
| 9 | Consultant CA (Govt. Programmes) | 09 | 01 | 01 | - | - | - | - | - |
| 10 | Economic Advisor | 10 | 01 | 01 | - | - | - | - | - |

* PwBD vacancies shall include a) LV, b) D, HH, c) OA,BA, OL, BL, OAL, CP, LC, Dw, AAV, d) SLD, MI e) MD involving (a) to (d) above CATEGORY ABBREVIATIONS USED: LV=Low Vision, D=Deaf, HH= Hard of Hearing, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Leg, OAL=One Arm and One Leg, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, SLD= Specific Learning Disability, MI= Mental Illness MD=Multiple Disabilities

Chief Technical Advisor (CTA)

| S.No. | Particulars | Details | |
|-------|-----------------------------|--|--|
| A. | Name of the Post | Chief Technical Advisor (CTA) | |
| B. | Post Code | 01 | |
| C. | Type of the Post | Contractual on <u>full time basis</u> . | |
| D. | No. of Posts | 1 (One) | |
| E. | Place of Posting | Mumbai | |
| F. | Period of Posting | The term of the contract of CTA would initially be for a period of three year, extendable, at sole discretion of the Bank, for a further period of up to two year. The contract can be terminated at one months' notice on either side or salary and allowances (if any) in lieu thereof. | |
| G. | Key Skills | The Chief Technical Advisor (CTA) shall possess following skills: a) Extensive Experience in delivering large capital building projects b) Sound understanding of building /structure maintenance c) Track record of managing third-party suppliers and sub-contractors to deliver optimum performance d) Extensive experience in people management including mentoring, motivating and developing staff e) Forward looking, innovative thinker with an ability to identify the opportunities offered by technology to improve Premises Management and delivery of services. | |
| H. | Eligibility Criteria | | |
| | a | Age Limit | The candidate should not be more than 50 years old as on December 31, 2022. |
| | b | Educational Qualification | Graduation in Engineering in Civil / Electrical with minimum 60% marks in aggregate or 1st Class from a recognized University. Postgraduates in the same discipline will be preferred. |
| c | Experience | Minimum 20 years in execution and supervision of civil construction work and /or civil maintenance of office buildings / commercial buildings / residential Complexes with basic knowledge of RCC design and other civil works, working knowledge of computers, experience in preparation of tenders for civil works etc. (as on December 31, 2022). | |
| I. | Remuneration | The remuneration would be at market linked compensation. The same shall not be a limiting factor for the right candidate and will be mutually decided on case to case basis. | |
| J. | CTC and Increment | The CTC offered is negotiable. Annual CTC will depend upon Experience & Emoluments of candidates in the present employment and place of posting. Salary shall not be a constraint for the right candidate. Annual increment on CTC finalized initially, shall also be considered by the Bank based on the performance review. | |

Deputy Chief Technology Officer (Dy CTO)

| S.No. | Particulars | Details |
|-------|-------------------|--|
| A. | Name of the Post | Deputy Chief Technology Officer (Dy CTO) |
| B. | Post Code | 02 |
| C. | Type of the Post | Contractual on <u>full time basis</u> . |
| D. | No. of Posts | 1 (One) |
| E. | Place of Posting | Mumbai |
| F. | Period of Posting | The term of the contract of Dy-CTO would initially be for a period of three year, extendable, at sole discretion of the Bank, for a further period of up to two year. The contract can be terminated at one months' notice on either side or salary and allowances (if any) in lieu thereof. |
| G. | Job Profile | <ul style="list-style-type: none"> ▪ Deputy Chief Technology Officer (Dy. CTO) will have direct reporting to the Chief Technology Officer of the Bank. He/ She will have to work in co-ordination with the Head (IT Operations), Head (IT Infrastructure), Head (IT Development/Projects) and Head (IT Compliance) to provide robust and state of the art technology solutions to various business verticals and create value for the organization ▪ To fine tune Technology Standards, processes, and Governance for timely delivery of IT solutions and ensuring minimum down time of IT applications ▪ Builds a strong in-house team of experts, domain wise champions to reduce critical decisions dependency on vendor ▪ Ensuring installation, maintenance, upgradation and optimal utilization of IT infrastructure located at Banks Data Centres, Disaster Recovery Centres and co-hosted sites. ▪ Ensuring implementation, maintenance, upgradation and operations of networking infrastructure of the Bank. ▪ Ensuring secure and trouble-free environment for IT infrastructure and networking. ▪ He/She will have a pivotal role in defining and maintaining technology related risk matrices and work in-tandem with CISO and Operations team to mitigate risks by improving processes/technology solutions. ▪ Shall strengthen compliance frame-work for development, deployment and routine support works of the department ▪ Will have to optimise various services/licenses procured from the Service Providers/OEM/ OSD to improve ROI and bring efficiency. Reviewing various contracts and working with I T Infrastructure and I T Procurement teams to re-draft/fine-tune them. ▪ Responsible for co-ordinating with Information Security and Audit teams and initiate necessary changes in the systems and processes. ▪ As part of business continuity plan, ensure that there is no failure in business operations and appropriate disaster recovery plans are in place and regularly tested for readiness for unforeseen and unexpected events which can impact the continuity of business. |

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| | | <ul style="list-style-type: none"> ▪ Oversee eco system platform and product design and architecture; enables building modern technology across paltforms to meet business needs. ▪ Implementing new technology initiatives, Technology planning and preparing Technology architecture of the Bank to meet its projected needs and to remain technologically competitive in the market ▪ Along with CTO, he/she should be able to draw a technology roadmap for the Bank to ensure leadership position. The initiative should include developing new capabilities as well as help in retention of existing customers/business through technological interventions <p>Evaluate cost efficiencies of emerging technologies and assess their applicability to various business and technology solutions</p> | |
| H. | Eligibility Criteria | | |
| | a | Age Limit | The candidate should not be more than 45 years old as on December 31, 2022. |
| | b | Educational Qualification | Bachelor's degree in Engineering from Premium Institutes MBA will be an added advantage |
| | c | Experience | <p>At least 18+ years of experience with Information Technology</p> <p>Out of the above, minimum 12 years of overall post-qualification experience in IT with regulated financial services organization or in technology/ software organizations engaged in creating large scale products/ platforms/ applications for the BFSI industry.</p> <p>Out of the above, minimum 8 years of experience should have been in Core banking solutions/e-Channels/ Datacenters, Networking and Infrastructure management.</p> <p>Out of the above, minumum 5 years should be at senior management level/managing or implementing large IT projects in Banks or FIs.</p> <p>Experience in implementation of large transformational IT projects.</p> <p>Proficient as a Technical Architect in Core Banking Applications/ Platforms/ Datacenters, Networking & Infrastructure Management.</p> <p>Experience in Agile Development and vendor management.</p> <p>Experience in transformation, standardization, legacy modernization, consolidation and managing IT infrastructure and operations including experience in deployment and management of Private/Public/Hybrid cloud infrastructure for Applications</p> <p>Experience in creating Data Exchange layer</p> |
| I. | Remuneration | The remuneration would be at market linked compensation. The same shall not be a limiting factor for the right candidate and will be mutually decided on case to case basis. | |
| J. | CTC and Increment | The CTC offered is negotiable. Annual CTC will depend upon Experience & Emoluments of candidates in the present employment and place of posting. Salary shall not be a constraint for the right candidate. Annual increment on CTC finalized initially, shall also be considered by the Bank based on the performance review. | |

Chief Human Resource Officer (CHRO)

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| A. | Name of the Post | Chief Human Resource Officer (CHRO) |
| B. | Post Code | 03 |
| C. | Type of the Post | Contractual on <u>full time basis</u> |
| D. | No. of Posts | 1 (One) |
| E. | Place of Posting | The CHRO will be posted at Mumbai . However, the Bank reserves the right to post the incumbent at other Centres viz. Lucknow or Delhi as the Bank may decide from time to time. |
| F. | Period of Contract | The term of the contract of CHRO would initially be for a period of five years , subject to an interim review after 3 years. The contract shall be extendable, at sole discretion of the Bank, for a further period of up to five years . The contract can be terminated at 1 months' notice on either side or Salary and allowances (if any) in lieu thereof.) |
| G. | Scope of Work | <p>The Chief Human Resource Officer (CHRO) will be broadly responsible for the following:</p> <ul style="list-style-type: none"> ✓ Lead Human resource Function, establish and implement HR efforts that effectively communicate and support the company's mission and strategic vision, with direct reporting to Top Management. ✓ Provide overall leadership and guidance to the HR function by overseeing talent acquisition, talent retention, career development, succession planning, training, leadership development, compensation and benefits, performance incentives. ✓ Advising Top Management on topics such as organizational design, critical hiring, workforce planning, employee engagement, performance coaching, talent assessment, change management, org communications etc. ✓ Ensure Bank's hiring, onboarding and management procedures are effective for diverse groups. ✓ Lead employer branding efforts like recruitment marketing, etc. ✓ Develop an employee communications strategy, forum and cadence to ensure alignment with the vision, mission and evolving culture to ensure employees feel a strong sense of connection. ✓ Promote inclusion in the workplace and reinforce our position as an equal opportunity employer. ✓ Analyze the effectiveness of HR procedures and tools. ✓ Formulate career development plans of Bank Staff. ✓ Coordinate with Institutions and various Govt departments for all HR related matters at organizational level. ✓ Manage Industrial Relations and ensure cohesiveness among Bank Staff, various staff Associations and Top Management. ✓ Ensure compliance to Govt Reservation policies / Manage Staff Accountability / discipline matters and liaise with Govt Departments and other stakeholders concerned. |

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| | | ✓ Any other work, in the area of expertise and in the interest of the Bank as advised by the Bank from time-to-time. |
| H. | Eligibility Criteria | |
| | a Age limit | The candidate should not be less than 50 years old and more than 57 years old as on date . |
| | b Educational Qualification | <ul style="list-style-type: none"> • The candidate must be holding a Bachelor / Master's Degree in any discipline from a recognized Indian / Foreign University. • Graduation / Post Graduation in HR / Industrial Relation specialization shall be preferred. • Any Professional certification / course in HR specialization including HR analytics shall be added advantage. |
| | c Experience | <p><i>(As on Date)</i></p> <ul style="list-style-type: none"> • Minimum 25 years of Work Experience, which may be in a Commercial Bank / FI OR other reputed Corporate Organizations / Government Bodies. • Out of above total work experience, minimum 10-12 years of experience in HR is compulsory. • Work Experience in PSBs/FIs/Banking domain specially in Reservation matters, Staff Accountability, Industrial Relations shall be preferred. <p>Note: Applications without relevant experience certificate would be rejected.</p> |
| I. | Remuneration | The remuneration would be at market linked compensation. The same shall not be a limiting factor for the right candidate and will be mutually decided on case to case basis. |
| J. | CTC and Increment | The CTC offered is negotiable. Annual CTC will depend upon Experience & Emoluments of candidates in the present employment and place of posting. Salary shall not be a constraint for the right candidate. Annual increment on CTC finalized initially, shall also be considered by the Bank based on the performance review. |

Legal Advisor cum General Counsel [LAcGC]

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| A. | Name of the Post | Legal Advisor cum General Counsel |
| B. | Post Code | 04 |
| C. | Type of the Post | Contractual on <u>full time basis</u> . |
| D. | No. of Posts | 1 (One) |
| E. | Place of Posting | Mumbai |
| F. | Period of Posting | The term of the contract of LAcGC would initially be for a period of three year, extendable, at sole discretion of the Bank, for a further period of up to two year. The contract can be terminated at one months' notice on either side or salary and allowances (if any) in lieu thereof. |
| G. | Scope of work | <p>The Legal Advisor cum General Counsel of the Bank will be responsible for the following:</p> <p>a) Supervision of pan India business operations related to creation, management & enforcement of interest/charge on securities including mortgages in favor of Bank.</p> <p>b) Rendering legal opinion on creation and enforcement of interest/charge on securities including mortgages and other properties related matters specific to BFSI sector.</p> <p>c) Devising, Standardizing and reviewing the mortgage policy & legal documentation of the Bank to keep it in line with the current / updated legal practices including prevailing State/Regional/Local Stamp Act or Security / Charge registration Acts/procedures across India.</p> <p>d) Supervising / attending the various Court proceedings in security enforcement cases under SARFAESI/DRT/DRAT and also handling matters under Insolvency and Bankruptcy Code, 2016 before National Company Law Tribunal as well as arbitration proceedings either directly or through advocates.</p> <p>e) Supervising the Sale/Disposal of assets charged to the Bank pertaining to recovery of loan defaults.</p> <p>f) Providing legal advice on policy issues, support and guidance on any legal matters as desired by SIDBI.</p> <p>g) Any other related matter assigned by SIDBI.</p> |
| H. | Eligibility Criteria | |
| | a | Age limit |
| | | The candidate should not be more than 55 years old as on December 31, 2022 . |
| | b | Educational Qualification |
| | | Degree in law (3 years/ 5 years) from a recognized university in India. |
| | c | Experience |
| | | (As on December 31, 2022) (i) Minimum 15 years of work Experience, which may be in a Commercial Bank / FI OR other reputed Corporate/ Organizations / Government Bodies OR (ii) Practicing Advocate having minimum 15 years of experience including experience in extending legal opinion on matters as described at Sl. No. G above OR combined experience in as indicated in (i) and (ii). |

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| | | Important: The Bank reserves the right to raise/modify the eligibility criteria in educational qualification and minimum work experience in order to restrict the number of candidates to be called for Interview, commensurate with the number of posts. |
| I. | Remuneration | The remuneration would be at market linked compensation. The same shall not be a limiting factor for the right candidate and will be on case to case basis. |
| J. | CTC and Increment | The CTC offered is negotiable. Annual CTC will depend upon Experience & Emoluments of candidates in the present employment and place of posting. Salary shall not be a constraint for the right candidate. Annual increment on CTC finalized initially, shall also be considered by the Bank based on the performance review. |

Deputy Legal Advisor cum General Counsel [Dy LAcGC]

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| A. | Name of the Post | Deputy Legal Advisor cum General Counsel |
| B. | Post Code | 05 |
| C. | Type of the Post | Contractual on full time basis . |
| D. | No. of Posts | 2 (Two) |
| E. | Place of Posting | Mumbai and New Delhi |
| F. | Period of Posting | The term of the contract of Dy LAcGC would initially be for a period of three year, extendable, at sole discretion of the Bank, for a further period of up to two year. The contract can be terminated at one months' notice on either side or salary and allowances (if any) in lieu thereof. |
| G. | Scope of work | <p>The Deputy Legal Advisor cum General Counsel of the Bank will be responsible for the following:</p> <p>a) Supervision of pan India business operations related to creation, management & enforcement of interest/charge on securities including mortgages in favor of Bank.</p> <p>b) Rendering legal opinion on creation and enforcement of interest/charge on securities including mortgages and other properties related matters specific to BFSI sector.</p> <p>c) Devising, Standardizing and reviewing the mortgage policy & legal documentation of the Bank to keep it in line with the current / updated legal practices including prevailing State/Regional/Local Stamp Act or Security / Charge registration Acts/procedures across India.</p> <p>d) Supervising / attending the various Court proceedings in security enforcement cases under SARFAESI/DRT/DRAT and also handling matters under Insolvency and Bankruptcy Code, 2016 before National Company Law Tribunal as well as arbitration proceedings either directly or through advocates.</p> <p>e) Supervising the Sale/Disposal of assets charged to the Bank pertaining to recovery of loan defaults.</p> <p>f) Providing legal advice on policy issues, support and guidance on any legal matters as desired by SIDBI.</p> <p>g) Any other related matter assigned by SIDBI.</p> |
| H. | Eligibility Criteria | |
| | a | Age limit |
| | b | Educational Qualification |
| c | Experience | |
| | | <p>The candidate should not be more than 45 years old as on December 31, 2022.</p> <p>Degree in law (3 years/ 5 years) from a recognized university in India.</p> <p>(As on December 31, 2022)</p> <p>(i) Minimum 10 years of work Experience, which may be in a Commercial Bank / FI OR other reputed Corporate/ Organizations / Government Bodies OR (ii) Practicing Advocate having minimum 10 years of experience including experience in extending legal opinion on matters as described at Sl. No. G above OR combined experience in as indicated in (i) and (ii).</p> |

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| | | Important: The Bank reserves the right to raise/modify the eligibility criteria in educational qualification and minimum work experience in order to restrict the number of candidates to be called for Interview, commensurate with the number of posts |
| I. | Remuneration | The remuneration would be at market linked compensation. The same shall not be a limiting factor for the right candidate and will be on case to case basis. |
| J. | CTC and Increment | The CTC offered is negotiable. Annual CTC will depend upon Experience & Emoluments of candidates in the present employment and place of posting. Salary shall not be a constraint for the right candidate. Annual increment on CTC finalized initially, shall also be considered by the Bank based on the performance review. |

Legal Associate cum Counsel [LAcC]

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| A. | Name of the Post | Legal Associate cum Counsel [LAcC] |
| B. | Post Code | 06 |
| C. | Type of the Post | Contractual on full time basis . |
| D. | No. of Posts | 1 (One) |
| E. | Place of Posting | Mumbai |
| F. | Period of Posting | The term of the contract of LAcC would initially be for a period of three year, extendable, at sole discretion of the Bank, for a further period of up to two year. The contract can be terminated at one months' notice on either side or salary and allowances (if any) in lieu thereof. |
| G. | Scope of work | <p>The Legal Associate cum Counsel shall be responsible for the following:</p> <ul style="list-style-type: none"> • To assist Legal team at regional / local level in discharging legal related work related to cases filed against the Bank. • To provide Legal opinion appointment of the Advocates and Co-ordination thereafter to manage legal aspects of HR related court cases pending with various courts/ Forums/ Tribunals/ Authorities. • Drafting/vetting of including complaints/written statement/ petitions/ claims to be filed with various courts/ Forums/ Tribunals/ Authorities. • Supervision of court cases pending with various courts/ Forums/ Tribunals/ Authorities; and vetting of documents etc. or any other related matter concerning SIDBI. • Monitoring of Court Hearing dates, maintenance of case updates and to represent SIDBI in related courts. • Clearance of Advocate Bills/ Court Fees etc. • Providing general legal advice on any other matter pertaining to HR. <p>The candidate should also be performing Any other legal matter concerning SIDBI from time to time.</p> |
| H. | Eligibility Criteria | |
| | a | Age limit |
| | | The candidate should not be more than 35 years old as on December 31, 2022 . |
| | b | Educational Qualification |
| | | Degree in law (3 years/ 5 years) from a recognized university in India. |
| | c | Experience |
| | | (As on December 31, 2022) (i) Minimum 3-5 years of work Experience, which may be in a Commercial Bank / FI OR other reputed Corporate/ Organizations / Government Bodies OR (ii) Practicing Advocate having minimum 10 years of experience including experience in extending legal opinion on matters as described at Sl. No. G above OR combined experience in as indicated in (i) and (ii). |

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| | | | Important: The Bank reserves the right to raise/modify the eligibility criteria in educational qualification and minimum work experience in order to restrict the number of candidates to be called for Interview, commensurate with the number of posts. |
| I. | Remuneration | | The remuneration would be at market linked compensation. The same shall not be a limiting factor for the right candidate and will be on case to case basis. |
| J. | CTC and Increment | | The CTC offered is negotiable. Annual CTC will depend upon Experience & Emoluments of candidates in the present employment and place of posting. Salary shall not be a constraint for the right candidate. Annual increment on CTC finalized initially, shall also be considered by the Bank based on the performance review. |

Credit Analyst

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| A. | Name of the Post | Consultant CA (Credit Analyst) | |
| B. | Post Code | 07 | |
| C. | Type of the Post | Contractual on full time basis . | |
| D. | No. of Posts | 3 (Three) | |
| E. | Place of Posting | Mumbai | |
| F. | Period of Posting | The term of the contract of Consultant CA (Credit Analyst) would initially be for a period of three year, extendable, at sole discretion of the Bank, for a further period of up to two years. The contract can be terminated at one months' notice on either side or salary and allowances (if any) in lieu thereof. | |
| G. | Scope of work | <p>The Credit Analyst will be responsible for the following:</p> <ul style="list-style-type: none"> ✓ Conducting CIBIL and other checks as per internal process. ✓ - Analyzing proposals received from business/sales team and raising and resolving queries as appropriate. ✓ - Conducting pre-appraisal senior management meetings and branch visit ✓ - Preparation of credit appraisal memo for term loans to NBFCs / MFIs covering various key aspects of Management, Financial, Operational, Portfolio reviews and PAR, Cashflows analysis, etc. within acceptable TAT delivery. ✓ - Recommend appropriate loan amount and present the loan proposal to the credit committee. ✓ - Preparation of draft sanction letter covering all key conditions stipulated. ✓ - Conduct loan utilization checks and monitoring visits at periodic frequency ✓ - Follow-up with delinquent clients including assessing ongoing early warning signals of existing clients. ✓ - Any other work assigned from time to time. | |
| H. | Eligibility Criteria | | |
| | a | Age limit | The candidate should not be more than 35 years old as on December 31, 2022. |
| | b | Educational Qualification | C.A. / ICWA from a recognized educational Institution in India. OR The candidate must hold a graduation degree in any discipline with minimum 50% marks along with MBA / PGDBM / PGDM from a recognized educational Institution in India |
| | c | Experience | (As on December 31, 2022) At least 2 years of post-qualification experience. Preference will be given for experience in operational departments viz. appraisal of loan proposals, etc. |

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| | | Important: The Bank reserves the right to raise/modify the eligibility criteria in educational qualification and minimum work experience in order to restrict the number of candidates to be called for Interview, commensurate with the number of posts. |
| I. | Remuneration | The remuneration would be at market linked compensation. The same shall not be a limiting factor for the right candidate and will be on case to case basis. |
| J. | CTC and Increment | The CTC offered is negotiable. Annual CTC will depend upon Experience & Emoluments of candidates in the present employment and place of posting. Salary shall not be a constraint for the right candidate. Annual increment on CTC finalized initially, shall also be considered by the Bank based on the performance review. |

Audit Consultant

| S.No. | Particulars | Details | |
|-------|-----------------------------|---|--|
| A. | Name of the Post | Audit Consultant | |
| B. | Post Code | 08 | |
| C. | Type of the Post | Contractual on <u>full time basis</u> . | |
| D. | No. of Posts | 3 (Three) | |
| E. | Place of Posting | Lucknow | |
| F. | Period of Posting | The term of the contract of Audit Consultant would initially be for a period of three year, extendable, at sole discretion of the Bank, for a further period of up to two year. The contract can be terminated at one months' notice on either side or salary and allowances (if any) in lieu thereof. | |
| G. | Scope of Work | <p>The Audit Consultant will be responsible for the following:</p> <ul style="list-style-type: none"> • Undertake operational/management/credit/special audits with Banks' audit team. • Coordinate with Concurrent Auditors for audit related operational work. • Preparation of Audit reports along with comments /observations to be complied with. • Providing necessary guidance to the offices for ensuring satisfactory and adequate compliance. • Monitoring audit compliance level of the various offices. • Preparation and maintenance of reports required for Audit MIS or for reporting purposes for the Management/Statutory Authorities. • Providing necessary inputs for improvement/modification in the various credit / operational processes of the Bank. • Any other work, in the area of expertise and in the interest of the Bank as advised by the Bank from time-to-time. | |
| H. | Eligibility Criteria | | |
| | a | Age Limit | The candidate should not more than 35 years old as on December 31, 2022 |
| | b | Educational Qualification | <ul style="list-style-type: none"> • Qualified Chartered Accountants from ICAI / Cost Accountants from ICWAI. • Proficiency in MS Office, particularly excel and power point, data analysis / management / presentation tools shall be preferred. • The candidate should have active membership of ICAI / ICWAI. • In addition, the candidates should have, to their credit, relevant published work/research paper in Economics/Finance/Banking Area. |

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| | c | Experience | <p>Minimum 5 years' of experience in Audit function/expertise with reputed CA firms/Banks/Financial Institutions/reputed multinational Consulting firms.</p> <p>Note: Applications without relevant experience certificate would be rejected.</p> |
| I. | | Remuneration | <p>The remuneration would be at market linked compensation. The same shall not be a limiting factor for the right candidate and will be mutually decided on case to case basis.</p> |
| J. | | CTC and Increment | <p>The CTC offered is negotiable. Annual CTC will depend upon Experience & Emoluments of candidates in the present employment and place of posting. Salary shall not be a constraint for the right candidate. Annual increment on CTC finalized initially, shall also be considered by the Bank based on the performance review.</p> |

Consultant CA – Government Programmes

| S.No. | Particulars | Details | |
|-------|-----------------------------|---|---|
| A. | Name of the Post | Consultant CA (GP) | |
| B. | Post Code | 09 | |
| C. | Type of the Post | Contractual on <u>full time basis</u> . | |
| D. | No. of Posts | 1 (One) | |
| E. | Place of Posting | New Delhi | |
| F. | Period of Posting | The term of the contract of LAcGC would initially be for a period of three year, extendable, at sole discretion of the Bank, for a further period of up to two year. The contract can be terminated at one months' notice on either side or salary and allowances (if any) in lieu thereof. | |
| G. | Scope of Work | <p>The Consultant CA (GP) will be responsible for the following:</p> <ul style="list-style-type: none"> • Analyzing claims received from applicants and resolving queries as appropriate. • Recommendation appropriate incentive amount and present the proposal to the sanctioning committee. • Preparation of draft sanction letter covering all key conditions stipulated. • Monitoring of Project Implementation at periodic frequency • Data Analysis and preparation of MIS Reports for presentation to senior officials of Government of India. • Any other work assigned from time to time. | |
| H. | Eligibility Criteria | | |
| | a | Age Limit | The candidate should not more than 35 years old as on December 31, 2022 |
| | b | Educational Qualification | <ul style="list-style-type: none"> • Qualified Chartered Accountants from ICAI / Cost Accountants from ICWAI. • Proficiency in MS Office, particularly excel and power point, data analysis / management / presentation tools shall be preferred. 3. The candidate should have active membership of ICAI / ICWAI. |
| | c | Experience | <p>Minimum 5 years' of experience in Audit function/expertise with reputed CA firms/Banks/Financial Institutions/reputed multinational Consulting firms.</p> <p>Note: Applications without relevant experience certificate would be rejected.</p> |

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| I. | Remuneration | The remuneration would be at market linked compensation. The same shall not be a limiting factor for the right candidate and will be mutually decided on case to case basis. |
| J. | CTC and Increment | The CTC offered is negotiable. Annual CTC will depend upon Experience & Emoluments of candidates in the present employment and place of posting. Salary shall not be a constraint for the right candidate. Annual increment on CTC finalized initially, shall also be considered by the Bank based on the performance review. |

Economic Advisor

| S.No. | Particulars | Details | |
|-------|-----------------------------|---|---|
| A. | Name of the Post | <u>Economic Advisor</u> | |
| B. | Post Code | 10 | |
| C. | Type of the Post | Contractual on <u>full time basis</u> . | |
| D. | No. of Posts | 1 (One) | |
| E. | Place of Posting | Mumbai | |
| F. | Period of Contract | <ul style="list-style-type: none"> The term of the contract of Eco Adv would initially be for a period of five years, subject to an interim review after 3 years. The contract shall be extendable, at sole discretion of the Bank, for a further period of up to five years. The contract can be terminated at 1 months' notice on either side or Salary and allowances (if any) in lieu thereof.) | |
| G. | Scope of Work | <ul style="list-style-type: none"> Providing strategic inputs on macroeconomic and banking developments - India and global to the Top Management of the Bank Providing inputs on strategy and policy of the Bank based on macroeconomic developments. Pivotal role in policy formulation, analysis and communication Should be conversant in Banking / financial / investment / economic policy domain Periodic analysis & presentation of the business profile of the Bank to its Stakeholders. | |
| H. | Eligibility Criteria | | |
| | a | Age Limit | The candidate should not more than 50 years old as on December 31, 2022 |
| | b | Educational Qualification | A Master's Degree in Economics with specialization in monetary economics or Econometrics from a recognized Indian / Foreign University. Doctorate degree in Economics / Banking / Finance from a recognized University will be preferable. In addition, the candidates should have, to their credit, relevant published work/research paper in Economics/Finance/Banking Area. |
| c | Experience | Minimum post qualification work experience of 5 years in the field of banking and finance. The candidate is expected to have a sound knowledge in Economic research, Banking and Financial Sector, Budgeting, Forecasting etc. a leading role in policy formulation, analysis and communicating the Bank's thinking to the outside world. The person needs to be conversant with Banking/ financial scenario. | |
| I. | Remuneration | The remuneration would be at market linked compensation. The same shall not be a limiting factor for the right | |

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| | | candidate and will be mutually decided on case to case basis. |
| J. | CTC and Increment | The CTC offered is negotiable. Annual CTC will depend upon Experience & Emoluments of candidates in the present employment and place of posting. Salary shall not be a constraint for the right candidate. Annual increment on CTC finalized initially, shall also be considered by the Bank based on the performance review. |

Other Conditions (Applicable for All posts):

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| 1. | Only one Post to be applied by each candidate | One candidate can apply for only one post under this advertisement. Multiple candidatures, involving one post or several posts shall result in rejection of all applications from the candidate. |
| 2. | Right to raise/modify the eligibility criteria | Important: The Bank reserves the right to raise/modify the eligibility criteria including educational qualification and minimum work experience in order to restrict the number of candidates to be called for Interview, commensurate with the number of posts. |
| 3. | Selection Procedure | <p>Selection would be by way of shortlisting and Personal Interview to be held online on a suitable date (to be informed in due course) before the Selection Committee. The Bank will undertake a preliminary screening of the applications for preparing, if necessary, to prepare a shortlist of eligible candidates to be called for interview. Thus, merely fulfilling the requirements laid down in the advertisement would not automatically entitle any candidate to be called for interview. The decision of the bank to call the candidates for the interview shall be final. No correspondence will be entertained in this regard.</p> <p>Merit List: Merit list for selection will be prepared in descending order on the basis of scores obtained in interview only. In case more than one candidate score the cut -off marks (common marks at cut-off point), such candidates will be ranked according to their age in descending order, in the merit.</p> <p>Wait List: SIDBI reserves the right to draw wait lists of candidates in different Grades and consider such wait listed candidate(s) for meeting actual requirement.</p> |
| 4. | HOW TO APPLY | <p>i. Duly filled in application (in English or Hindi), as per the format available on the Bank's website with a recent passport size photograph pasted thereon and Curriculum Vitae, bearing full signature of the candidate across the same with date, should be sent / forwarded only through email at recruitment@sidbi.in on or before January 28, 2023. While forwarding the respective applications, the subject line shall clearly indicate the following details only, viz. "Application for the post of <<Post Code>>, <<Name of the Post>> <<Candidate Name>>."</p> <p>ii. Applications should be accompanied by self-attested copies of relevant certificate(s) / documents, in support of proof of identity, address, age, educational qualification (educational certificates/mark - sheets), work experience, as mentioned in the application form.</p> <p>iii. An application not accompanied by photocopies/ scanned copies (in cases of applied online) of relevant certificate(s) / documents, or not in prescribed format or not signed by the candidate or incomplete in any respect or received after due date will not be entertained under any circumstances.</p> <p>iv. Handwritten Applications/ or Curriculum Vitae shall be summarily rejected.</p> <p>v. The candidates who had already applied / shortlisted / selected / waitlisted need not to apply again.</p> |
| 5. | Others | i. The relevant experience certificate from employer must contain |

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| | | <p>specifically that the candidate had experience in that related field as required.</p> <p>ii. The candidate must be a citizen of India.</p> <p>iii. The number of vacancies mentioned above are provisional and may vary.</p> <p>iv. The designations / name of the post mentioned above are only indicative. The Bank reserves the right to change the name of post / designation at any time without prior notice on the requirement of the Bank.</p> <p>v. Intimation/ call letter for interview will be sent by email or will be uploaded on Bank's website. NO HARD COPY WILL BE SENT.</p> <p>vi. Candidates are advised to indicate a working e-mail ID and mobile phone no. in their application under this advertisement and maintain the same active for receiving communication viz. call letters/ Interview date advices etc . The indicated e-mail ID and mobile phone no. should not be changed during Interview process. The Bank takes no responsibility for any delay in receipt or loss of any communication.</p> <p>vii. The Interview shall take place online. Candidates should ensure availability of necessary infrastructure as specified in call letter in this regard.</p> <p>viii. Candidates serving in Govt./ Quasi Govt. offices, Public Sector undertakings including Nationalized Banks and Financial Institutions are advised to submit 'No Objection Certificate' from their employer at the time of interview, failing which their candidature may not be considered and travelling expenses, if any, otherwise admissible, will not be paid.</p> <p>ix. In case of selection, candidates will be required to produce proper discharge certificate from the employer at the time of taking up the appointment.</p> <p>x. Candidates are advised that they should not furnish any particulars or information that are false, tampered/ fabricated or should not suppress any material information while applying for the post.</p> <p>xi. Appointments of selected candidates will be subject to his / her being declared medically fit by Bank Medical Officer, satisfactory report about his / her character and background verifications, satisfactory report from his / her previous employer and referees and completion of all other pre recruitment formalities to the complete satisfaction of the Bank.</p> <p>xii. In case it is detected at any stage that a candidate does not fulfill any of the eligibility criteria for the post applied for and / or that he / she has furnished any incorrect information or has suppressed any material fact(s), or has resorted to Impersonating or procuring impersonation by any person; his / her candidature will stand cancelled forthwith. If any of these shortcomings is / are detected even after the appointment, his/her services will be liable to be terminated forthwith.</p> |
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| | <p>xiii. The applicant shall be liable for civil/ criminal consequences in case the information submitted in his/ her application are found to be false at a later stage.</p> <p>xiv. Decisions of the Bank in all matters regarding eligibility, shortlisting, conduct of interview, selection, calling for joining etc, would be final and binding on the applicants for the posts. No representation or correspondence will be entertained by the Bank in this regard. Canvassing in any form will lead to disqualification of candidature.</p> |
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